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OFFICE OF STRATEGIC SERVICES

INTEROFFICE MEMO

TO: Colonel G. Edward Buxton
 FROM: Robert Thrun
 SUBJECT:

DATE: 18 January 1944

Revised Senator 13, 4 44
~~RESTRICTED~~
x Promotion

The attached memorandum is to be held for General Donovan after you have seen it.

It has also been suggested that the reasons set forth in Mr. Krider's memorandum should be brought to the attention of Senator Byrd whose report raised the question concerning the liberality of Civil Service promotions in OSS. I feel, however, that the report sounds rationalized. One reason which has been omitted but which may have considerable validity is that the rapid expansion in size of the agency has made it necessary to promote personnel to responsible positions more rapidly than would otherwise have been true.

RT
 Robert Thrun

Colonel Buxton saw the above note and agreed with it. He suggested that the matter be placed in the file for General Donovan's attention upon his return. *Decided not to lead to ... = 2/10*

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RESTRICTED

RESTRICTEDByrd, Senator 13,404
X OSS
X Promotions**OFFICE OF STRATEGIC SERVICES****INTEROFFICE MEMO**

DATE: Dec. 6, 1943

TO: Major C. M. Sears

FROM: H. S. Krider *HSK*

SUBJECT: Senator Byrd's Report Regarding OSS Liberty of Promotions

Senator Byrd's report regarding the liberality of promotions of Civil Service personnel within the Office of Strategic Services indicates basically a sound personnel policy for the following reasons:

1. Generally, the Office of Strategic Services' personnel employ personnel at the same basic grade and salary rate that they were receiving in their previous employment, either Federal Government or private industry. The reason for this being that in order to be sure of the quality and efficiency of the work, the Personnel Branch does not feel that it is wise in every case to transfer or hire personnel at a promotion rate. This policy in many cases eliminates those individuals who are seeking change of employment only for promotion purposes. The staff of the Personnel Office are well trained in handling this type of individual.
2. Senator Byrd's report indicated that 43% of the employees of the Office of Strategic Services had been promoted within any one year. This is a direct result of the policy mentioned in item No. 1, basically, that after an employee has been appointed at no increase in salary and has proven his efficiency he has then proven that his position which he was employed for has increased in responsibility, therefore warranting promotion. In this manner, fewer mistakes are made in the original hiring of individuals.
3. The figure of 43% indicated in the Byrd report shows that this agency is generally not hiring people from the outside for those positions which employees within OSS could be promoted to. In other words, it shows a very well established promotion-from-within policy throughout all of OSS.

RESTRICTED

Byrd, Sen B, 464
x O,CS- 2 - **RESTRICTED** *x Promotions*

4. This report also speaks well of the system of classification used throughout the Office of Strategic Services. Unlike the other Federal agencies, OSS is not reluctant to advance a person in grade when they have advanced in responsibility. In many cases the Office of Strategic Services attempted to maintain salary levels comparable with those in outside industries. We have been able to do this because of our excellent relationship with the Civil Service Commission. Other Federal agencies instead of looking the situation over outside of the Government, use other Federal agencies as a basis for their actual classification rates, their grades and salaries. This results in strict adherence to specifications which are not flexible. An important factor in morale building is a result of consideration of promotions when due. If the Personnel Branch considered and passed every request for promotion in OSS I am afraid the figure would result in something like 75% promotion instead of 43%.

All told, I believe the Byrd report instead of being a criticism of the Office of Strategic Services is in affect a commendation which points out that the Office of Strategic Services in their personnel policies are not 10 or 15 years behind but are right up to the minute. Therefore, I am extremely well pleased with the figures which have been contained in the Byrd report.

RESTRICTED

Byrd, Jesse Clifford 15/137

6 September 1944

Mr. Jesse Clifford Byrd
Public Relations Consultant
Arlington, Virginia

Dear Mr. Byrd:

In General Donovan's absence, your letter of August 31, 1944 has been referred to me.

Thank you very much for your suggestion regarding service ribbons and buttons for civilians employed by OSS. It is an interesting idea, and it will be given careful consideration.

Very truly yours,

Duncan G. Lee
Major, AUS
Chief, Secretariat